

**HAMPTON BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
MARCH 19, 2007 – 7:00 PM**

PRESENT: Virginia Bridle-Russell
Ben Moore
James Workman
Rick Griffin
Fred Welch, Town Manager
Maureen Duffy, Administrative Assistant

REGRETS: Bill Lally

SWEARING IN OF ELECTED OFFICIALS

Town Moderator Robert Casassa swore Jane Cypher into her newly elected position as Town Clerk.

Town Officials were sworn into office by Town Clerk, Jane Cypher in the following order:

- **Selectmen** – Rick Griffin
- **Supervisor of the Checklist** – Arleen Andreozzi
- **Trustee of the Trust Fund** – R. Vic Lessard
- **Library Trustee** – Linda Sadlock
- **Cemetery Trustee** – Richard W. Bateman
- **Planning Board** – Fran McMahon
- **Municipal Budget Committee** – Michael Pierce and Mary-Louise Woolsey
- **Zoning Board of Adjustment** – Bryan Provencal

Mrs. Bridle thanked the Chairman of the Budget Committee and the Chairman of the School Board for their cooperative efforts with making certain that both committees have the opportunity to use the Selectmen's meeting room tomorrow, March 21.

REORGANIZATION OF BOARD OF SELECTMEN

Mr. Griffin MOTIONED to nominate Ben Moore as Chairman of the Board of Selectmen. **Mrs. Bridle-Russell SECONDED.**

**VOTE: 3 FOR
(ABSTAINED – Workman)**

Mr. Moore MOTIONED to nominate Rick Griffin as Vice-Chairman of the Board of Selectmen.

NO SECOND.

Mr. Workman MOTIONED to nominate Bill Lally as Vice-Chairman of the Board of Selectmen. **Mrs. Bridle-Russell SECONDED.**

VOTE: UNANIMOUS FOR

Chairman Moore called the meeting to order at 7:20PM.

SALUTE TO THE FLAG

I. ANNOUNCEMENTS AND COMMUNITY CALENDAR

II. APPOINTMENTS

1. MICHAEL SCHWOTZER – FINANCIALS + APPOINTMENT OF TRUSTEE OF THE FUNDS FOR RETIREMENT PLANS

Mr. Schwotzer provided the Board with expense and income reports for January and February. He reported a decrease in revenue from vehicles registrations; he believes that this is a result of the current economy.

Mr. Moore inquired about the \$62,805 under miscellaneous income. Mr. Schwotzer will look into the item and will provide an explanation as soon as possible.

Mr. Moore reminded residents that dog licenses are due by April 1.

Finance Director Schwotzer explained that Mr. Barrington used to be the authorized signer for the Trustee of the Funds for Retirement Plans. Mr. Schwotzer recommended that the new Town Manager, Fred Welch be appointed as the Trustee.

Mr. Workman MOTIONED to authorize Town Manager Fred Welch as the Trustee of the Funds for Retirement Plans. **Mr. Griffin SECONDED.**

VOTE: UNANIMOUS FOR

Mr. Schwotzer noted that the MS-2 Report of Appropriations Actually Voted is required to be filed with the NH Department of Revenue Administration 20 days after the Town vote. This report will include the default budget as well as all of the approved social service warrant articles. This document will need to be signed at the next Selectmen's meeting in order meet the deadline date.

2. WARREN MACKENSEN – TRUSTEES OF THE TRUST FUNDS

Article 39 of the 2007 Town Warrant passed with 69% of the voters in favor of increasing the number of Trustees of the Hampton Trust Fund from three to five. Mr. MacKensen submitted a letter and expressed his interest in being appointed as a trustee (for a two year term) to the Trust Funds.

Chairman Moore said that the Board will continue to solicit the public to see if there are others interested in the position.

III. MINUTES – MARCH 12, 2007

Page 1 – Under present – new Town Manager's name (Fred Welch) needs to be added

Page 2 – Under appointments - Assessor Bob Estey – the Sewer Abatement figure is incorrect – it should be \$77,760.98

Page 6 – Under Public Comment – Ed MacDonald's address should be 25 Epping Avenue

Minutes stand as corrected.

IV. OLD BUSINESS

1. TOWN MANAGER'S REPORT

Mr. Welch expressed his appreciation to the Board of Selectmen for their faith in selecting him to serve as the Town Manager of Hampton, to the people of Hampton for their warm and open welcoming to the community, to the employees for their welcome and patience during the beginning of his term. He also thanked Mark Gearreald for his many hours of hard work in preparing information, writing reports and attending meetings to brief him so that he can perform the required services.

Mr. Welch's first few days have been full of meetings. Tuesday morning the Department Heads gathered in the upstairs meeting room for a review of pending, present and coming operational matters. They reviewed the first financial report of the year based upon the proposed default budget, future State and Federal meeting and coordination opportunities.

Following the weekly staff meeting a review of questions and issues related to the maintenance of Class VI and private roads was conducted in preparation for the Board of Selectmen's request for discussion related to this subject. Mr. Welch reported that a detailed analysis is being undertaken by the Department of Public Works, the Police and the Fire Departments to assess the need for or the cessation of current service levels in accordance with New Hampshire statutes. Information and recommendations should be ready for a review by the Board of Selectmen in the next few weeks. Our goal is to provide sufficient information to allow the Board to begin the process of establishing policies.

Mr. Welch toured the beach Fire Station, resulting in his request for a report from the Building Department on the condition. The complete report will be provided to the Board for their review and possible action.

He also went to visit the Town's new pier. He commended the Fire Department and Chief for an installation that by far exceeds the normal requirements for such facilities.

Police Captain Timothy Crotts has submitted his retirement notice effective at the end of March. Mr. Welch pointed out that Captain Crotts is completing 29 years of law enforcement service in New Hampshire and 12 years of service to the citizens of Hampton. He will be missed as will his dedication to the citizens of Hampton.

Tuesday, March 13th completed the municipal democratic process with citizens of Hampton casting their votes in respect to warrant articles. Only six articles did not pass with the foremost of concern being the 2007 budget. This marks the forth consecutive year of failure to successfully pass a proposed budget. One of Mr. Welch's long-term objectives is to request the Board provide direction on the 2008 operating budget (dollar amount of the municipal portion of the tax rate). A predetermined goal will be of immense value during the budget process.

Mr. Welch received a request from a member of the Trustees of the Trust Funds to ask the Selectmen to hold on appointing two additional members until the Trustees have an opportunity to meet and formulate their recommendations. The Trustees would also like to meet with the Selectmen to discuss the appointments.

Town Counsel has requested that the Board of Selectmen set Monday, April 2, 2007 on their calendars to hear a matter filed by the SEA. Mr. Welch requested the Board's permission to notify the Union that the date is confirmed and would request that the Board determine at what time the meeting should be scheduled.

The Recreation and Parks Department has begun promoting their planned trip to Italy scheduled for this November. May 4th is the deadline to guarantee reservations, please contact the Recreation and Parks Department as early as possible to receive information or to make a deposit for your reservation.

Public Works has issued a Frost Ban Posting that will be placed upon the following roads effective Monday, March 19, 2007 and will be maintained until further notice: Towle Farm Road, Mary Batchelder Road, Timber Swamp Road, Little River Road, Barbour Road, Watson's Lane, Mill Road from High Street to the Town line, Anne's Lane, Mace Road, Locke Road, North Shore Road, Cusack Road, and Drakeside Road.

Mr. Welch initiated a request to the Building Inspector for information and action items required by the release of lead based paint in the Beach Fire Station. That report has been shared with the Fire Chief for action based upon recommendations provided by the Building Inspector. The Board will be provided with further details in a few weeks when we have been able to obtain mitigation proposals from vendors based upon corrective actions that are necessary to be carried out for the safety and health of the general public and our employees.

Mr. Welch requested that the Board of Selectmen authorize the hiring of an additional employee in the Assessing Department so that the process of listing and measuring of properties begin as soon as possible. By state law we are required to maintain a viable assessment for property within the community on an annual basis. The State reviews assessments annually and must recertify them every five years. The Town has not accomplished a measure and list since 1989. It is imperative that our data be brought current and maintained so that taxation will be on an equal and fair basis for each taxpayer. Mr. Welch believes that the Town will be in a much better position if we are pro-active in complying with the law. He explained that the sum necessary to accomplish this task is available within unemployment compensation budget and recommends the transfer of \$29,002 from that account to the Assessing Department to accomplish this important task.

BOARD'S RESPONSE TO THE MANAGER'S REPORT

Mr. Griffin said that he was very impressed that Mr. Welch has taken the time to look into the hazardous working conditions at the Beach Fire Station and commended him for doing so.

Mr. Griffin then inquired about the closing of the Town hall last Friday, March 16th and asked if it was in accordance to Town policy. Mr. Welch noted that once he heard reports from the Police and Fire Departments of car accidents occurring on Route 1 and Interstate 95 (resulting from the fierce snow storm) so he decided to close the Town hall. Many Town employees commute and have children that they need to pickup. Mr. Welch's intention for closing the office was to ensure Town employees made it home safely, before the brunt of the storm. Mr. Griffin said that he received a call from a resident who was concerned because she was trying to drop off documents prior to a deadline. Mr. Welch explained that in an event of an emergency and the town hall is closed, deadlines are extended by one business day per statute

Mr. Moore asked if the Captain position will be filled at the Police Station. Mr. Welch noted that he has spoken with the Police Chief about the position and it will be left open for discussion.

The 2008 operating discussions will begin in May.

Mrs. Bridle-Russell MOTIONED to transfer of \$29,002 from the unemployment compensation budget to the Assessing Department and to proceed with hiring a Data Collector. **Mr. Workman SECONDED.**

VOTE: UNANIMOUS FOR

The SEA meeting on April 2nd was scheduled for 6:30PM.

1. PRIVATE VS. PUBLIC ROADWAYS

April 9th has been designated as the date for the Board to discuss the private versus public roadways.

2. ROCKINGHAM PLANNING COMMISSION – SPECIFY TERMS

Mr. Workman MOTIONED to specify a ***four year term*** (expiring in 2011) for all previously nominated Hampton representatives to the Rockingham Planning Commission (Warren Bambury, Peter Olney and Fran McMahon). **Mrs. Bridle-Russell SECONDED.**

VOTE: UNANIMOUS FOR

1. REQUEST FOR NAMING OF STREET

It was suggested that local historian John Holman be contacted in regard to potential street names in accordance to the recently adopted advisory Article 38.

APPOINT SELECTMEN REPRESENTATIVES TO BOARDS & COMMITTEES

Mrs. Bridle-Russell MOTIONED to nominate Jim Workman to the ***Planning Board*** and Rick Griffin as an Alternate **Mr. Moore SECONDED**.

VOTE: UNANIMOUS FOR

Mr. Workman MOTIONED to nominate Mr. Griffin to the ***Budget Committee*** and Virginia Bridle-Russell as an Alternate. **Mrs. Bridle-Russell SECONDED**.

VOTE: UNANIMOUS FOR

Mrs. Bridle-Russell MOTIONED to nominate Bill Lally to the ***Capital Improvement Program***. **Mr. Griffin SECONDED**.

VOTE: UNANIMOUS FOR

Mr. Moore reminded residents who are interested in being appointed to the various Town committees to contact the Town Manager's office in writing expressing their interest.

Mr. Griffin MOTIONED to nominate Bill Lally to the ***Cable Advisory Committee*** and Mr. Moore as an Alternate representative. **Mrs. Bridle-Russell SECONDED**.

VOTE: UNANIMOUS FOR

Mr. Griffin MOTIONED to nominate Jim Workman to the Heritage Commission. **Mrs. Bridle-Russell SECONDED**.

VOTE: UNANIMOUS FOR

Mr. Moore will continue to serve as the Selectmen's representative on the Insurance Review Committee.

Mr. Griffin noted that the Precinct would like a Selectmen's representative to attend their meetings. Mrs. Bridle-Russell is interested in being the Selectmen representative. The Precinct will be meeting on March 30th for their annual meeting in the Precinct meeting room (Beach Fire Station). The Cable Committee is unable to broadcast from the Fire Station but has the capabilities to do so from the Police Station. Mr. Griffin is interested in being the Alternate Selectmen representative.

The Chairman of the Cable Committee, John Nickerson came before the Board to inform them that the meeting could be taped at the Fire Station and broadcast at a later date. He also informed the group that if the Precinct chooses to meet at the Police Station the Committee could broadcast live and rebroadcast at a later date as well.

Mr. Workman inquired about a partisan event for Senator Dodd at Fire Station II. He questioned the event as the Policy on Use of Town Buildings restricts the conduct of governmental business and related activities in Town buildings. Mrs. Bridle-Russell asked why there is a political party committee that meets at the Library once a week. Mr. Welch believes that the Library is under a different jurisdiction. It was the consensus of the Board to review the Building Use Policy.

Mr. Griffin talked about the issue Esker Road residents are having with snow piling up in their driveways when the snowplows go by. He also reported that there are still drainage issues at the end of P Street, creating an icy situation for residents in the area.

V. NEW BUSINESS

1. MUNICIPAL AGENT AUTHORIZATION

Mr. Workman MOTIONED to authorize Town Clerk Jane Cypher as the Municipal Agent. **Mrs. Bridle-Russell SECONDED.**

VOTE: UNANIMOUS FOR

The recount of Article 45 (rescinding the 20% of parking lot revenues currently allotted for Town infrastructure within Beach Village Precinct) will be held in the Selectmen's meeting room on Thursday, March 22, 2007 starting at 9AM.

VI. CONSENT AGENDA

A Dance Hall Permit for the Hampton Beach Ballroom Inc. was submitted earlier today for the Selectmen's consideration.

Mr. Griffin MOTIONED to authorize the Dance Hall Permit for the Hampton Beach Ballroom Inc. **Mr. Workman SECONDED.**

VOTE: UNANIMOUS FOR

1. Parade License
2. Hawkers & Peddlers License
3. License for Coin Operated Amusement Devices

Mrs. Bridle-Russell MOTIONED to sign the consent agenda as presented. **Mr. Griffin SECONDED.**

VOTE: UNANIMOUS FOR

VII PUBLIC COMMENTS

Vic Lessard thanked the Board for waiting to appoint Trustees to the Trust Fund. He mentioned that the Trustees will be meeting in the near future to discuss potential candidates for appointment and they would like to meet with the Board (April 16) to present their considerations for the two new positions.

Mr. Lessard questioned what will happen to the decorative streetlight project in the Beach area if the recount for Article 45 confirms the original "yes" vote. He would like to see the streetlight project continue until it is complete. Mr. Moore noted that there are still funds allocated towards the streetlights. Mr. Lessard also discussed the sewer connection issue in the Beach area and a problem that one resident along P Street is having with hooking up to the sewer due to a utility pole in the way.

VIII. CLOSING COMMENTS:

Mr. Moore summarized the following agenda items and dates:

Private versus Public Roadways – *April 9th*

2008 Budget – *early May*

Appoint Trustees of the Trust Funds – *April 16*

Signing of the MS2 – Report of Appropriations Actually Voted – *March 26*

Sewer Connections – *March 26*

IX. ADJOURNMENT

Mr. Griffin MOTIONED to adjourn at 8:30 PM. **Mrs. Bridle-Russell SECONDED.**

VOTE: UNANIMOUS FOR

Chairman